



**United States Department of State**  
**Bureau of Educational and Cultural Affairs**  
**Washington, DC 20522**

February 1, 2021

Dear Professor:

Congratulations on your participation in the Exchange Visitor Program! On behalf of the U.S. Department of State, I want you to know that your decision to come to the United States is important to us. We want your program to be a positive and memorable experience for you.

As a professor, you are part of a U.S. Department of State cultural exchange program in which you, like thousands of other professors from around the world, will have the opportunity to share your language, culture and customs with others in your profession. During your time here, we hope you will challenge yourself to examine the similarities and differences in the professional practices and overall working and cultural environments in the United States and your home country.

You have agreed to follow the program rules that govern the exchange program at <https://j1visa.state.gov/sponsors/current/regulations-compliance/>. We hope you have taken the time to review the program rules carefully and that you understand your rights and responsibilities. If you have any questions and/or do not understand your rights and responsibilities, please contact your U.S. sponsor (school administrator).

Your U.S. sponsor is your first point of contact throughout your stay in the United States. Your sponsor is identified on your Form DS-2019, Certificate of Eligibility for Exchange Visitor Program (J-1) Status. If you have any questions about your exchange program, if you need assistance of any kind while you are here, or if something just does not feel right to you, immediately contact your U.S. sponsor. It is your sponsor's responsibility to help you with any problems, needs, or concerns you may have.

If you have concerns and/or issues that your U.S. sponsor has not resolved, or you find you cannot reach your sponsor, please contact the U.S. Department of State through our J-1 Visa Emergency Hotline (1-866-283-9090), which is available 24 hours a day, 7 days a week. If your question or concern does not require immediate attention, please e-mail us at [AGexchanges@state.gov](mailto:AGexchanges@state.gov). Moreover, the Department prepared information to make sure you can always get help if you ever need it at: <https://travel.state.gov/content/travel/en/us-visas/study/exchange.html>.

As a professor on the Exchange Visitor Program, you are now part of the alumni network of over one million current and former exchange visitors. You can become an official member of the International Exchange alumni network at: <https://alumni.state.gov/>.

We are pleased that you made the decision to participate in the Exchange Visitor Program and we hope you enjoy your stay in the United States.

Sincerely,

G.K. Saba  
Acting Deputy Assistant Secretary  
for Private Sector Exchange